

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
FEBRUARY 13, 2017

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of February was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, February 13, 2017, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Attorney, the following members were present: Members Bernie Buehler, Ryan Hutchinson, Brian Krenz and Mayor Mike Poellinger. Members absent: Dale Williams - Excused. Also present was City Administrator Bill Waller, City Attorney Skip Wieser and Police Chief Doug Stavenau.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented. There were no changes requested.

ITEM 1 – CONSENT AGENDA

At this time, the Mayor read the following items to be considered as part of the Consent Agenda for this regular meeting:

- 1.1 MINUTES – JANUARY 23, 2017
- 1.2 BILLS PAYABLE THROUGH FEBRUARY 9, 2017

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Member Buehler made a motion, seconded by Member Hutchinson, as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

Upon a roll call vote taken and tallied by the City Attorney, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.1 – TOWARDS ZERO DEATHS AWARD

Shannon Swanson from the MN Office of Traffic Safety and Scott McConkey of the MN Department of Public Safety recognized the La Crescent Police Department as an Outstanding Agency in the Minnesota Department of Public Safety, Towards Zero Deaths program. As a result of this recognition the La Crescent Police Department received a Stalker DSRWX radar unit, valued at \$3,500.00. This item was informational and no action was taken.

ITEM 2.0 – PUBLIC HEARING – SMALL CITIES DEVELOPMENT APPLICATION

At 5:35 PM the City Council held a public hearing to review and consider the submittal of a Small Cities Development Program full application that would provide owner housing rehabilitation for low to moderate income households. The application would provide assistance to 15 homeowners, up to \$22,000 per home, with a total project application of \$375,900. The City has been working with SEMCAC to prepare the application. Cindy Viste of SEMCAC reviewed the application with City Council. As part of the application, it was recommended to City Council to waive the building permit fee for projects. Mayor Poellinger opened the meeting for public comment. There was no public comment. Mayor Poellinger closed the public hearing. Following discussion, Member Buehler introduced the following resolution and moved its passage and adoption, along with waiving the building permit fee related to projects:

RESOLUTION NO. 02-17-04

A RESOLUTION AUTHORIZING A SMALL CITIES DEVELOPMENT PROGRAM FULL APPLICATION CITY OF LA CRESCENT

WHEREAS, the Minnesota Department of Employment and Economic Development (DEED) has determined the City of La Crescent's Small Cities Development Program (SCDP) preliminary proposal, that was submitted, as marginally competitive; and

WHEREAS, the City of La Crescent has decided to have Semcac submit a full application for SCDP funds on behalf of the City of La Crescent; and

WHEREAS, the intended use of the SCDP funding will be to provide owner housing rehabilitation for low to moderate income households, in designated neighborhoods in the City of La Crescent.

THE CITY OF LA CRESCENT RESOLVES:

Sec. 1. That the City of La Crescent acts as the legal sponsor for the project contained in the Application to be submitted on or before February 23, 2017 and that Semcac is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of La Crescent.

Sec. 2. That the City of La Crescent has the legal authority to apply for financial assistance, and the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

Sec. 3. That the City of La Crescent has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

Sec. 4. That upon approval of its application by the State, the City of La Crescent may enter into an agreement with the State of Minnesota for the approved project, and that the City of La Crescent certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

Sec. 5. That the Mayor or the City Administrator of the City of La Crescent, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project on behalf of the City of La Crescent.

ADOPTED this 13th day of February, 2017.

SIGNED:

Mayor

ATTEST:

City Administrator

The foregoing motion was duly seconded by Member Krenz and upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted.

After the adoption of the Resolution, the Council reconvened with the schedule of the Regular City Council Meeting.

ITEM 3.3 – POWER PURCHASE AGREEMENT – SOLAR PROJECT

City Attorney Wieser gave an overview to City Council on the proposed power purchase agreement for solar project at the Community Building. This is the project that has been approved for the Made in Minnesota Solar Incentive Program. This item was informational and no action was taken.

ITEM 3.2 – 2016 POLICE DEPARTMENT SUMMARY

La Crescent Police Chief Stavenau reviewed with City Council the La Crescent Police Department 2016 Year End Summary. This item was informational and no action was taken.

ITEM 3.4 – MnDOT RESOLUTION – AGENCY AGREEMENT

In 2007, the City entered into an agency agreement with MnDOT. The agency agreement with MnDOT allows MnDOT to act as the City's agent in accepting federal aid for local improvement projects. City Administrator Waller reviewed with City Council a new Resolution approving the updated agency agreement with MnDOT. It was recommended to City Council to adopt the Resolution as presented. Following discussion, Member Hutchinson introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 02-17-05

A RESOLUTION AUTHORIZING THE COMMISSIONER OF TRANSPORTATION BE APPOINTED AS AGENT OF THE CITY OF LA CRESCENT AND TO ENTER INTO AGENCY AGREEMENT WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of the City of La Crescent to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the Mayor and City Administrator are hereby authorized and directed for and on behalf of the City to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 99994", a copy of which said agreement was before the City Council and which is made a part hereof by reference.

ADOPTED this 13th day of February, 2017.

SIGNED:

Mayor

ATTEST:

City Administrator

The foregoing motion was duly seconded by Member Buehler and upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted.

ITEM 3.5 – AUTHORIZE FUND TRANSFER

On February 13, 2017 the City used a portion of the proceeds on the grant and assignment of lease on the cell tower to call and pay off the outstanding bonds at the ice arena and golf course. According to the bond payment schedule, on February 1, 2017 a bond payment of principal and interest in the amount of \$33,875 was made on the golf course bond. This payment needed to be made prior to the bonds being called on February 13, 2017. It

was recommended to City Council to approve a transfer of \$33,875 from the proceeds of the cell tower to make the bond payment on February 1, 2017 on the golf course bond. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE A FUND TRANSFER OF \$33,875 FROM THE PROCEEDS OF THE CELL TOWER TO MAKE THE BOND PAYMENT ON FEBRUARY 1, 2017 ON THE GOLF COURSE BOND.

Upon a roll call vote taken and tallied by the City Attorney, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.6 – AUTHORIZE CAPITAL EQUIPMENT EXPENDITURES

The City has received a \$78,000 Mighty Ducks grant from the Minnesota Amateur Sports Commission to pay one-half of the cost to acquire a new ice resurfacing machine and edging equipment for the Community Arena. The City and Lancer Youth Hockey will split equally the balance of the project costs that are not covered by the grant. It is being proposed that the City include the cost of this equipment in the 2017 capital equipment certificate and recommend the City Council adopt a reimbursement resolution. City Council reviewed the following proposals for a new ice resurfacing machine for the Community Arena: Olympia Millennium E - \$154,730; and Zamboni 650 - \$148,545. It was recommended to City Council to approve the purchase of a 2017 Olympia Millennium E ice resurfacing machine from CTM Services, Inc. in the amount of \$154,730. City Council also referenced the following Findings of Fact: the warranty provided with the Olympia product is substantially better than the warranty provided by the Zamboni product. It was also recommended that City Council approve the purchase of a 2017 Olympia Battery Edger from CTM Services, Inc. in the amount of \$6,490. Following discussion, Member Krenz made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE PURCHASE OF A 2017 OLYMPIA MILLENNIUM E ICE RESURFACING MACHINE FROM CTM SERVICES, INC. IN THE AMOUNT OF \$154,730 WITH FINDINGS THAT THE WARRANTY PROVIDED WITH THE OLYMPIA PRODUCT IS SUBSTANTIALLY BETTER THAN THE WARRANTY PROVIDED BY THE ZAMBONI PRODUCT AND APPROVE THE PURCHASE OF A 2017 OLYMPIA BATTERY EDGER FROM CTM SERVICES, INC. IN THE AMOUNT OF \$6,490.

Upon a roll call vote taken and tallied by the City Attorney, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

Following further discussion, Member Krenz introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 02-17-06

A RESOLUTION FOR REIMBURSEMENT FROM 2017 CAPITAL EQUIPMENT CERTIFICATES

WHEREAS, the City of La Crescent authorized the purchase of a 2017 Olympia Millennium E ice resurfacing machine from CTM Services, Inc. in the amount of \$154,730 and a 2017 Olympia Battery Edger from CTM Services, Inc. in the amount of \$6,490 for the Community Arena.

WHEREAS, the City of La Crescent previously adopted capital equipment certificates for capital expenditures.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of La Crescent hereby approves to reimburse the City's general fund from said capital equipment certificates for the purchase a 2017 Olympia Millennium E ice resurfacing machine from CTM Services, Inc. in the amount of \$154,730 and a 2017 Olympia Battery Edger from CTM Services, Inc. in the amount of \$6,490 for the Community Arena.

ADOPTED this 13th day of February, 2017.

SIGNED:

Mayor

ATTEST:

City Administrator

The foregoing motion was duly seconded by Member Hutchinson and upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted.

ITEM 3.7 – REQUEST FOR PROPOSALS – UNIFORMS/LINENS

City Administrator Waller reviewed with City Council a recommendation that City Council approve the distribution of a request for proposals to provide the City with uniform garments, door mats, towels, and other department supplies. These proposals would then be presented to the City Council at a meeting in March. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE DISTRIBUTION OF A REQUEST FOR PROPOSALS TO PROVIDE THE CITY WITH UNIFORM GARMENTS, DOOR MATS, TOWELS, AND OTHER DEPARTMENT SUPPLIES WITH PROPOSALS TO BE PRESENTED TO THE CITY COUNCIL AT A MEETING IN MARCH.

Upon a roll call vote taken and tallied by the City Attorney, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 6.1 – STAFF CORRESPONDENCES/COMMITTEE UPDATES – PARK & RECREATION COMMISSION MINUTES – JANUARY 19, 2017

City Council reviewed the Minutes from the January 19, 2017 La Crescent Park and Recreation Commission meeting. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

The La Crescent Chamber gave an update on their annual meeting on February 25, 2017.

There being no further business to come before the Council at this time, Member Buehler made a motion, seconded by Member Hutchinson, to adjourn the meeting. Upon a roll call vote taken and tallied by the City Attorney, all Members voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 5:59 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator